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ICS - Mr. William Dunn

August 26, 1949

BI - L. Douglas Heck

This is to confirm our conversation of August 18th concerning the CIA memorandum of August 12, 1949 proposing an agenda for meetings between ORE and the IAC agencies on questions of coordination.

I suggest that the following points be considered for discussion either as separate items on the agenda or as further aspects of items already included:

1. Present procedures for the initiation of official CIA CD requirements should be reviewed. At present, BI receives a number of requests from CIA each month for information presumably not available in Washington which CIA believes should be sent to the appropriate mission for action. Some of these requests involve the expenditure of many hours of research, represent a serious reporting burden on the missions and exceed realistic requirements. Furthermore, their wording sometimes leaves doubt as to exactly what is desired and there is usually no indication of the purpose to be served by the information requested. In order to meet as many of the legitimate needs of CIA as possible, to avoid delays in handling their requests and to reconcile CIA's needs with other reporting programs of the Division, this Division believes that the need for careful screening of these requests should be impressed on ORE. Furthermore, analysts in ORE contemplating requests which require large scale research by the missions should be encouraged to discuss the matter with their counterparts in the Department before submitting the request through official liaison channels. If the request merits attention, it does not seem to be too much to ask that the originator - and not liaison representatives - undertake this informal and preliminary discussion. It should be in his interest to do so. Any request resulting from such discussions can then be handled through official liaison channels and upon its receipt in the Department can be treated expeditiously.

2. There is a need to emphasize as strongly as possible the importance of ORE analysts meeting their daily and operational needs [REDACTED] by as direct contact as possible with their counterparts in this Division. Many simple and routine requests, most of which involve no security problem and can easily be handled by telephone, are now delayed and distorted because they are put into

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liaison channels which become overburdened and are not necessarily concerned. This Division understands that ORE would like BI to increase its production [redacted] for ORE's needs and many analysts in ORE have indicated an interest in making greater use of the resources of this Division. BI cannot adequately meet these needs and direct its work in ORE's direction unless ORE is prepared to work closely and informally with BI as the occasion arises. While this is a continuing problem, it is hoped that the proposed meeting will provide another opportunity to impress upon ORE the fact that BI exists, that it welcomes suggestions and statements of needs, but that the close working relationships is a prerequisite to any satisfactory exchange of information.

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cc: OLI

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